

**PROGRAM POLICY COORDINATION WORKGROUP  
MINUTES  
April 10, 2003  
GEF III, Room 041**

**Attendees:**

Jonathan Bader, WISCAP  
Jeff Brikowski, DHCF/BHCE  
Shirin Cabraal, LAW  
Alesia Daniel, Milwaukee Co. DHS  
Monica Danley, Milwaukee Co DHS  
Brian Fangmeier, DHCF/BIMA  
Jon Janowski, MHTF  
Donna King, DHCF/PIC

John LaPhilliph, DHCF/BHCE  
Michael McKenzie, DHCF/BHCE  
Carol Medaris, WCCF  
Sue Moline Larson, Lutheran Office - Public Policy  
Sara Shackleton, Dane Co. DHS  
Sheryl Siegl, Winnebago Co.  
Rick Zynda, DHCF/BIMA

**Agenda**

**Mike**

In addition to the agenda already sent out, Mike asked the group for any items they wished to add to the agenda. These items were added: Milwaukee County move issues, collections and overpayments, food stamp use with migrant employers, and transitional food stamp benefits. The intent is that we'll cover as much of these as we can and adjourn the others until the next meeting.

**Farm Bill Meeting**

**Mike/Jon**

Both Mike and Jon Janowski attended the Farm Bill meeting held in Chicago on April 3<sup>rd</sup>. This meeting, facilitated by FNS, covered portions of the Farm Bill along with discussion of web-based pre-screener programs. One of the pre-screening tools is being developed by FNS through a subcontractor. This should be able to be tailored to each individual state using it. This site is expected to be available in the near future. The Department of Labor has an available pre-screener to give applicants suggestions and information on federal benefits they may be eligible for. This site ([www.govbenefits.gov](http://www.govbenefits.gov)) may be able to offer information on state programs as well in the future and they are starting to gather that information now. The vision for this site would allow individuals to apply for benefits online.

**Reduced Change Reporting Policy Change**

**Mike**

This is currently in the draft stage. The QC Department has been very helpful in outlining how they will be reviewing the cases. A Notice of Policy Change (NPC) is being constructed and we are in the policy development stage; going through management review. We used the Kentucky model. We made the most changes in QC procedures. It is written so that the client wouldn't have to convert their income although the agency will continue to do so. QC will use the unconverted amount of income. The reporting requirement of income rising above 130% of the Federal Poverty Level (FPL) will have to be clearly defined, perhaps using a chart on the client notices. This would enable them to see the FPL for all household sizes should theirs change.

**IM Budgets and Centralization**

**Mike**

It is beneficial to all concerned that there is dialogue among the State, counties/agencies and their representative groups. All parties have agreed to work on an alternate proposal than the original one presented. We will have more details after the IMAC meeting next week. This proposal is reported to have 3 parts to it. There would not be a centralized processing center for eligibility

determinations (other than SeniorCare) at the state level at this time. An increased emphasis will be placed on workload reduction although this has been part of the original plan as well and implementation dates will be moved closer. The large decrease in funding will not happen all at once but would be broken out into several smaller decreases over longer period of time. Again, we expect all of this to be discussed at the IMAC meeting on 4/17/03. Also, at this time, WorkSet is on hold.

### **Committee Charter**

**Mike**

Mike handed out the previous committee's charter that is no longer appropriate for this group. This charter will now have to reflect that we are a subcommittee of IMAC and we would like it to clearly define the goals and charges of this group. While some progress was made on the new charter, it had to be tabled for time purposes. Mike will be making the suggested edits and will bring the newest version to our next meeting for further discussion.

The matrix for IMAC that lists the group members is also inaccurate, as it does not list all of the members - only DHFS staff. Mike will see that the changes are made on this.

### **MA Issues**

**John L.**

A draft Ops Memo is being developed to cover the change in date of entry for immigrants. A flow chart is also being devised to help agencies with this. A query of the CARES database to see how many people may potentially be affected. Information was sorted by program request, immigrant status, and listed date of entry. Sometimes the difficulty lies in the information that we have received from the customer. Another dilemma lies in how to contact people who may have been incorrectly denied or failed to verify, asking them to reapply if they wish to do so.

A suggestion was made that this committee could become a "sounding board" for proposed changes in the '03-'05 budget. John asked the committee for any suggestions they may have to simplify MA. Due to some inquiries through Sen. Lazich's office, there appears to be some discussion about MA changing verification requirements back to its previous requirements.

### **FS Issues**

Mike handed out an issue paper on the requirement of custodial and non-custodial parent cooperation with Child Support. This issue, along with all other items, was adjourned until the next meeting.

### **Other Issues**

A discussion took place regarding extending the meeting times of this committee. The group agreed that a 10:00 a.m. to 3:00 p.m. meeting would give the extra time needed to adequately discuss all agenda items.

**Next Meeting - Thursday, May 8, 2003 in GEF III, Room 041 from 10:00 a.m. to 3:00 p.m.**